



HENSTRIDGE PARISH COUNCIL

Cllr Ann Lee

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MINUTES

Henstridge Parish Council Meeting held at the Village Hall, Ash Walk, Henstridge on Tuesday 8th September 2026 at 7.00pm.

The meeting commenced after there has been an opportunity for members of the public to speak. The Chair welcomed everyone to the open meeting at 7pm. The open meeting was restricted to 15 minutes in total and held at the Chair's discretion. Please note, any new items raised by the public in this session were not discussed by the council and are not included in the minutes. Items for inclusion on the agenda should be put to the Clerk in writing prior to the meeting as detailed in the final item of the agenda.

Present: Cllr Smith, Cllr Steel, Cllr Howlett, Cllr Rose, Cllr McMillan, Cllr Graham, Cllr Scard, Cllr Thompson, Cllr Petheram, Cllr Courtenay

In attendance Ann Lee Parish Clerk (online) 4 residents

- 1. Apologies for Absence:** To receive and approve apologies for absence including reasons given (Local Gov. Act 1972 s85(1). **Cllr Finch, Cllr Gaymer, Cllr Burt**
- 2. Declarations of Interest.** (Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Council's Code of Conduct. **Cllr Rose declared interest in matters relating the Village Fete, Cllr McMillan planning application Inwood House.**
- 3. To APPROVE as a correct record the minutes of the Parish Council meeting, held on the 7 of July 2026 at 7.00 pm.** (Local Government Act 1972 Sch 12. **Cllr Howlett proposed the minutes as accurate, seconded by Cllr Steel with amendments to a date change for the next meeting; unanimously carried.**

To APPROVE as a correct record the minutes of the Extraordinary Parish Council meeting, held on the 3 of August 2026 at 7.00 pm. (Local Government Act 1972 Sch 12. **Proposed as accurate by Cllr Howlett, seconded by Cllr Rose and unanimously carried.**

- 4. To NOTE the Actions from the 9th June 2026 meeting and discuss any matters arising** (Local Government Act 1972 Sch 12).

14.1.26	Update on allotments: - 1. Grant funding; 2. Purchase of rotavator, trimmer and weed control membrane; 3. Annual tenant fee proposal see agenda item Council Matters.	Cllr Smith Cllr Petheram Clerk
3.12.24	Update on CIL funding for 23/01470/OUT. No further updates reported.	
9.6.26	Update on letter to planning officer re Application no. 23/01470/OUT, outline permission 17/03029/OUT, reserve matter approval 21/03369/REM (Townsend Farm). Letter	

	received from Nikki Honan Area Manager – East and South Teams. Cllrs noted the content of the letter and instructed the Clerk to reply on behalf of the PC indicating the content of the letter fails to adequately answer the concerns raised.	
9.6.26	Update on Application no. 25/00410/COL for a third application for a Lawful Use or Development Certificate. No further update reported.	Cllr Petheram
3.12.24	Update on plaque for the cemetery wall. Cllr Steel indicated that a proforma invoice had been provided. Payment to be made in October in order to receive the goods.	Cllr Steel
12.5.26	Update GDPR to comply with Schedule 10. The Clerk indicated that the audit will be undertaken using the original tool, explaining that Cllr Finch recommends using the NALC tool in 2027. The audit report will be provided for the October meeting.	Clerk
7.7.2026	Update on FOI request. Matter closed	Cllr Smith

5. Reports

- To RECEIVE** any Police matters. **Cllr Smith** (Please see the following link for access to published data) Next report due 1st September. The Chair asked Cllrs to check the website link for a report anticipated in September.
<https://www.police.uk/pu/yourarea/avon-somerset-constabulary/wincantonruraleast/?yourlocalpolicingteam=about-us>.
- To RECEIVE** an update on Village Hall matters **Cllr Scard**. Cllr Scard noted the content of the minutes of the Village Hall Committee meeting held on the 28th of July stating he was not personally present at the meeting. Cllrs noted the content of the Village Hall minutes included in the PC papers. Cllr Smith is attending a meeting accompanied by Cllr Graham and Cllr Scard on the 22 September with Amanda Shirlin.
- To RECEIVE** Cllr Burts report. Cllrs noted the content of Cllr Burts report, including the opening of the Village shop post office opening.

6. Planning

- CONSIDER Planning Applications:** Cllrs noted the following applications

Application Number	Location and proposal	Appellant
26/01892/HOU Deadline for comments 10 September 2026	Location: Inwood House Inwood Henstridge Templecombe Somerset BA8 0PF. Proposal: Construction of a single storey link extension and alterations.	Mr & Mrs de Pelet
Cllr McMillan declared his interest and excluded himself from discussion and voting. Cllr Scard proposed to support the application, seconded by Cllr Courtenay. Motion to support the application was carried. ACTION: Clerk to advise the Planning Officer.		

26/01982/TCA Notification only	Location: Quiet Corner House High Street Henstridge Templecombe Somerset BA8 0RA. To carry out tree surgery works to No. 4 trees within a Conservation Area. T1 and T2 intertwined Yew trees: overall crown reduction by 2.5m. T3 and T4 Holly/Yew: radial spread reduction by 2m. Pruning cuts should not exceed 60mm; work as per BS3998.	Mervyn Wright
Notification only		
26/01869/FUL	Rhodes House Farm. Landshire Lane, Henstridge Templecombe Dorset BA8 0SD Extension to existing covered yard.	Mr C Barnes
Cllr Graham proposed to support the application, seconded by Cllr Scard, unanimously carried.		

b) To **NOTE** recent Planning Decisions by Somerset Planning Officers: Cllrs noted the following applications.

Application number	Proposal	Applicant details	Decision
24/01861/FUL	Creation of a slurry lagoon in an existing pasture with additional areas for wild-flowers and pond to allow for BNG	Cherry Bolberry Farm, Furge Lane BA8 0RN	Awaiting decision
26/01136/S73A Section 73 Determination	Bowbrook House Whitechurch Lane Yenston Templecombe Somerset BA8 0NH. S73 application to vary condition No. 10 (WSI) to enable commencement of remedial works to existing outbuildings, relating to application 24/00400/FUL for conversion/change of use of Chapel Barn, Coach House and Tack Room to domestic use associated with Monmouth House, plus swimming pool in paddock area. Application Number: 26/01108/S73		Permitted with conditions, 17 July 2026

b) To **RECEIVE** updates regarding any ongoing Highways concerns **Cllr Gaymer**.
Deferred to the meeting in October.

c) To **receive a PROPOSAL** to distribute leaflets to residents in the South end of Whitchurch Lane for a 20mph limit. **Cllr Gaymer**. **Deferred to the meeting in October.**

d) To **AGREE a Motion** for Car and Motor Bike noise reduction – request for enforcement and support **Cllr Thompson**. **Cllr Thompson** proposed that the **PC** write to the **Environmental Health Department** to request advice and support to address the excessive and unnecessary vehicular noise being experienced in the parish; seconded by **Cllr Rose**, unanimously carried. **ACTION** Clerk to draft letter and circulate to **Cllr Smith** and **Cllr Thompson**

Cllr Thompson proposed that the **PC** develop a survey for residents to complete to establish the extent of resident's concerns. This was seconded by **Cllr Rose**. **ACTION:** Clerk to develop a survey and circulate to **Cllr Smith** and **Cllr Thompson**.

- e) To **AGREE** the approach going forward to resolve issues relating to Footpaths/Restricted Byways/Bridleways/BOATS in Henstridge Parish. **Cllr Scard / Frazer Cooke.**
Cllrs acknowledged that enforcement for vegetation clearance is not being enforced by Somerset Council and paths and bridleways are being obstructed. The Countryside code is not being respected; and health and safety risks exist. The Ranger has undertaken some work and the PC has allocated funds in the reserves to support clearance.

Cllrs resolved to identify: A) Which pathways are a priority from Frazer Cooke. B) Establish who the riparian landowners are. C) Write a letter to riparian landowners offering PC support to clear vegetation to avoid the public finding alternative routes across the countryside where blockage exists.

- f) To **REQUEST** Highways to clear ditches in Marsh Lane. **Cllr Thompson. Clerk to contact Highways to undertake this work.**
- g) To **AGREE** to establish a working group who will drive the Henstridge Local community Plan forward. **Cllr Petheram. Cllrs resolved to set up a working group. Cllr Petheram to Chair the group. ACTION Clerk to provide a short paper detailing the differences between a community vs a neighbourhood plan and the associated differences.**

7. Finance

- a) To **RECEIVE** quarter one financial report **RFO Cllrs received the report noting 25% of the budget had been expended in this period.**
- b) To **NOTE** the receipts for August 2026. **The Clerk stated that receipts for August would be provided by the RFO for the meeting in October.**
- c) To **APPROVE** the appointment of an internal auditor to carry out an Internal Audit 26-27 (May 2027). **Clerk For Agreement at the October meeting 2026**
- d) To **APPROVE** the payment schedule for August 2026. **RFO Cllr Howlett proposed the payment of invoices presented. This was seconded by Cllr Graham and unanimously carried.**

8. Council Matters

- a) To **RECEIVE** feedback from the LCN **Cllr Courtenay. Cllrs noted the feedback.**
- b) To **REVIEW** the Fete Committee response to the email sent by the Parish Council. Any response needed? **Cllrs noted the content of the email.**
- c) To **REVIEW** the Fete article, re the Parish Council in the Wot's On magazine. Any response needed? **Cllrs noted the content of the WOT's on article.**
- d) To **REVIEW** the email sent to the Parish Council by Sanktom. Any response needed? **Cllrs noted the content of the email.**
- e) To **REVIEW** the email sent to the Parish Council by CLASH. Any response needed? **Cllrs noted the content of the email.**
- f) A **PROPOSAL** from the Bird in Hand Society to make changes to the pub. **Cllr Smith. Cllr Graham explained that Bird in Hand is now considering provision to increase**

its car parking capacity and seating. This will require relocation of the notice Board. Cllr Graham to liaise with the Bird on this matter.

- g) To **NOTE** the reference numbers for planning breach enforcement investigations. **Clerk Cllrs noted the reference numbers 26/00155/ENF and 26/00144/ENF which are currently listed as AMBER and with both cases remaining under investigation.**
- h) To **AGREE** to allow recently purchased youth equipment to be stored in the Green Shed. **Cllr Rose and Cllr Howlett. Cllrs resolved to provide temporary accommodation for the equipment but agreed that an alternative location needed to be found for security reasons.**
- i) To **ADOPT** the proposed Grant Policy **Clerk. Proposed adoption by Cllr Steel, seconded by Cllr Petheram unanimously carried.**
- j) To **ADOPT** the proposed Dignity at work/bullying and harassment Policy **Clerk. Proposed adoption by Cllr Rose, seconded by Cllr Thompson, unanimously carried.**
- k) To **NOTE** the provision of a ten year pitch, maintenance and pitch repair agreement with Football Club. **Cllr Graham Cllrs noted the agreement and were please that as a consequence, the club had been awarded a sizable grant of £19k for maintenance. Funds will make provision for aeration of the pitch, seeding and levelling of the ground.**
- l) **Items for next meeting noted**

9. Exempt Session – Exclusion of the Press and Public

The Council excluded the Press and Public and resolved that under section 1, paragraph 2 of the Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting of the following items of business because the publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

- a) To **UPDATE** Cllrs on the use of the Persistent or unreasonable Contact Policy. **Councillors were updated.**

10. Date of Next meeting The next Parish Council meeting will be held on **Tuesday 6 October 2026**. All items for inclusion on the agenda and all items to be listed under issues arising from previous meetings must be received by the Clerk by **9.00am on 28 September.**
Open Spaces Committee meeting is on the 13 October 2026.

**Ann Lee
Parish Clerk**